



## MEMORANDUM

TO: Planning Commission  
FROM: Stacy Clauson, Lane Council of Governments  
DATE: September 11, 2012  
RE: Planning Commission Recruitment

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### ISSUE:

- Planning Commission Recruitment

### BACKGROUND

There are several Planning Commissioner terms expiring in October, 2012, as follows:

- Commissioner Donna Bernardy
- Commissioner Jason Thiesfeld
- Commissioner Karen Leach
- Alternate Patricia Phelan
- Alternate Vacant Position

Under the provisions of Resolution 1013, the time in which applicant(s) have to submit an application is a minimum of 60 days from the date that the notice is first posted and/or published.

The City provided notice of the vacancies on July 13, 2012. The application deadline was September 11, 2012. Enclosed are copies of the applications received in date order.

Please note the following provisions regarding the makeup of the Planning Commission, as established in JCMC 2.50:

*JCMC 2.50.010.A. The planning commission shall consist of the mayor and City building official, both of whom shall serve as ex officio nonvoting members; seven other members who shall be appointed by the mayor with the approval of the council, and two alternate members who shall sit as voting members only when there are absent members at a meeting of the commission. At least three of the seven members appointed by the mayor shall reside inside the city limits; an additional two members may reside anywhere in the urban growth boundary, and the remaining two members may reside anywhere in the area defined by the 97448 zip code. These restrictions apply only to the composition of the planning commission as appointed by the mayor; they are not intended to apply to the voting membership in attendance at a given meeting.*

*JCMC 2.50.010.B. No more than two members shall be engaged principally in buying, selling, or developing of real estate for a profit as individuals or be members of any partnership, or officers or employees of any corporation that is*

*engaged principally in buying, selling, or developing real estate for a profit. No more than two members shall be engaged in the same kind of business, trade or profession (ORS 227.030).*

The table below shows the address of each applicant and current Planning Commissioners and whether or not they reside inside or outside Junction City, City Limits or UGB. All applicants reside in the 97448 zip code.

**2012 Planning Commission Applicants**

<b>First Name</b>	<b>Last Name</b>	<b>Address</b>	<b>City Limits</b>	<b>UGB</b>
Karen	Leach	385 Timothy St	Yes	Yes
Patricia	Phelan	920 W 1 <sup>st</sup> Ave #25	Yes	Yes
Jason	Thiesfeld	135 Birch St	Yes	Yes

**Current Planning Commission & Alternate (not including vacant positions)**

<b>First Name</b>	<b>Last Name</b>	<b>Address</b>	<b>City Limits</b>	<b>UGB</b>
Brad	Lemhouse	471 Birch St	Yes	Yes
Jenna	Wheeler	464 Laurel St	Yes	Yes
Sandi	Dunn	29949 Dane Lane	No	No
Jeff	Haag	27430 8 <sup>th</sup> Street	No	No

**PC Member Makeup**

At least three (3) in City Limits

Two (2) anywhere inside the UGB (that includes City Limits)

Two (2) anywhere inside the 97448 Zip Code

The City Council and Mayor will review the applications and Planning Commission recommendations and the at their October 9th meeting. The Mayor with Council approval will appoint the members to the Planning Commission.

**ACTION REQUESTED**

Provide recommendation on Planning Commission appointments

**ATTACHMENTS**

1. Planning Commission application materials